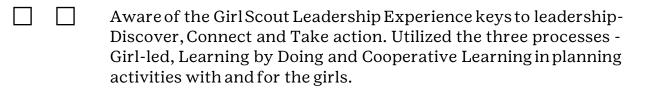
Award of Distinction

Service Unit Communications Coordinator

Name of Communications Coordinator			
Serv	ice Uni	it	
The candidate meets each of the following criteria:			
Yes	No		
		Completed Council Branding 101 training	
		Attended communications coordinator roundtable	
		Created or maintained and managed two or more communications outlets (email, newsletters, social media, Google documents, phone tree, etc.)	
		Worked closely with the service unit manager and service team in closing the gap between the service unit leadership and the volunteers within the service unit	
		Promoted Service Unit events and happenings through consistent and detailed posts	
		Distributed yearly calendar of events created by the activities coordinator	
		Worked closely with the Girl Scouts San Diego Service Unit Support Specialist to stay up to date on best practices, and to ensure she/he/they are communicating council happenings as well as service unit events.	
		Created or maintained a communications system to be used by the volunteers as a means to get information to the communications coordinator to share.	
		Instructed volunteers on how to use the created communications system (email, survey, Google drive, etc.).	
		Fostered an environment of cooperation, encouragement and engagement in line with the Girl Scout Promise and Law.	
		Followed all council procedures, policies, and standards.	





Signature of Service Unit Manager	Date	
Signature of Recognitions Chair	Date	
Pin (Receives the First Year Awarded)		
Year Tab Number (All criteria must be met each year to receive a new year tab)		

